



# **Joint Force Headquarters Indiana Army National Guard Vacancy Announcement**



## **AGR ON-BOARD ONLY**

Human Resources Office 2002 South Holt Road Indianapolis, IN 46241-4839		Announcement No.	Date Issued	Closing Date
		11-064-A	17 May 2011	31 May 2011
Commercial Phone	DSN Phone	Salary Range	Component	Grade
(317) 247-3300 ext 4996	369-2469	AGR ONLY	Army National Guard	CPT/O-3
Permanent Change of Station (PCS): PCS funds <input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT available				Unit of Assignment & Location
Position Title		Type of Appointment		
ADMIN Officer/ S-1 INO 2395/002		<input checked="" type="checkbox"/> Military Duty Tour (AGR), Title 32, U.S.C., Sec 502(f) -		638 <sup>th</sup> ASB Lafayette, IN
Announcement Open to:				
<input checked="" type="checkbox"/> Officers Only <input checked="" type="checkbox"/> Open to current <u>on-board Active Guard Reserve (AGR)</u> members of the Indiana Army National Guard. <input checked="" type="checkbox"/> Open to Female soldiers.				
Military Grade Requirements:	Minimum Grade:	2LT/O-1	Maximum Grade:	CPT/O-3
Compatible Military Assignment: Must possess a Military Area of Concentration (AOC). Open to any AOC, Must be AOC qualified to apply.				
<b>Conditions of Employment (AGR position):</b> <b>General Requirements:</b> <input checked="" type="checkbox"/> OFFICER applicants must possess AOC. <input checked="" type="checkbox"/> Once selected and assigned, AGR members must remain in the position for a minimum of Thirty-six (36) months. <input checked="" type="checkbox"/> Applicants must meet requirements of Chapter 3 medical standards per AR 600-9 and AR 40-501. <input checked="" type="checkbox"/> Continuation in the AGR program is based on satisfactory job performance, medical qualifications, and approval of TAG. <input checked="" type="checkbox"/> Once selected, members must maintain qualifications for mobilization and attend all Unit Training Assemblies (UTA), exercises, and periods of annual training. <input checked="" type="checkbox"/> Current Technician employees that enter into the AGR program will be separated (or given the option of entering LWOP) from their Technician employment on the day prior to the AGR status effective date. <input checked="" type="checkbox"/> If selected, a criminal history check will be conducted. Results of this investigation may cause personnel not to be hired. <input checked="" type="checkbox"/> <b>Medical/Physical:</b> Applicants must meet any medical standards or physical requirements designated for the position. <input checked="" type="checkbox"/> <b>Security Clearance:</b> Selectee must have or be eligible to obtain a SECRET security clearance.				

**THE INDIANA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER. ALL APPLICANTS WILL BE GIVEN CONSIDERATION WITHOUT REGARD TO COLOR, RACE, RELIGION, NATIONAL ORIGIN, GENDER, AGE OR ANY OTHER NON-MERIT FACTOR.**

☒ **Direct Deposit/Electronic Fund Transfer Program:** Selectee is required to participate as a condition of employment.

**Vice: CPT Roberts**

**APPLICATIONS AND SELECTION PROCEDURES:**

**INCOMPLETE APPLICATION PACKETS WILL NOT BE CONSIDERED.**

**Applicants, as a minimum will submit the following (in order):**

- ☐ Copy of this job announcement.
- ☐ DA 4187 signed by **SRFTUS**.
- ☐ **Memo** with contact info. (Include additional email addresses and alternate phone numbers with extensions)
- ☐ Copy of **DA Form 2-1** or **DA Form 2** as appropriate. (Complete w/ ASVAB scores)
- ☐ Medical Protection System (**MEDPROS**) printout. (Current printout within 30 days)
- ☐ Applicant must furnish a copy of his/her **Temporary/Permanent Profile** (if applicable).
- ☐ **OERs:** Last **5 years of consecutive** OERs.
- ☐ **Letter of Recommendation:** All Soldiers who do not meet the OER requirement due to being promoted after 2004 needs a Letter of Recommendation. Letter of Recommendations do not take place of missing OERs. No exceptions.
- ☐ A current **height/weight statement** from Commander that verifies your height/weight. (**Must be current within 30 days**)
- ☐ If you exceed the MAW, you must submit a **DA Form 5500-R**, Body Fat Content Worksheet (**Must be current within 30 days**)
- ☐ Copy of current **DA Form 705** (APFT Scorecard **completed w/ht and wt**) with last **2 Record APFT**. Test must be within 9 months for AGR personnel.

**DO NOT FORGET TO KEEP A COPY OF YOUR APPLICATION.**

☒ Applications must be delivered, emailed, or mailed to the Joint Forces Headquarters of Indiana Human Resources Office and must be received no later than **1600 hours on the closing date of this announcement.** **DO NOT CALL HR in regards to board times/dates. HR will notify you if you are selected.** Mailing address: Joint Forces Headquarters of Indiana, ATTN: Human Resources Office, AGR Branch, 2002 South Holt Road, Indianapolis, IN 46241-4839 , Email: [MDIHRWEB@in.ngb.army.mil](mailto:MDIHRWEB@in.ngb.army.mil). Original signature will be required for EMAILED copies at the time of the interview.

**Coordinating Official: CPT Harmonie M. Foster, Rear Det. S-1, (317) 910-2480 or Ext 8295**  
[harmonie.foster@ng.army.mil](mailto:harmonie.foster@ng.army.mil)

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